

Republic of the Philippines  
CITY OF MASBATE

**OFFICE OF THE MAYOR**

MEMORANDUM ORDER NO. **035**, s. 2020

**TO :** ALL DEPARTMENT HEADS  
ALL EMPLOYEES  
This City

**SUBJECT :** WORK FOR HOME ARRANGEMENT

**DATE :** March 17, 2020

In line with the Memorandum Circular issued by Pres. Rodrigo Duterte through the Executive Secretary on March 16, 2020 re: Enhanced Community Quarantine over Luzon in which the Province of Masbate is included, "work arrangement of government agencies shall now be limited to work from home" except the following Departments providing frontline services in preventing and combatting the threat of Covid-19, and the delivery of basic services, to wit:

1. City Health
2. CDRRMO
3. City Social Welfare and Development
4. City Treasurer's
5. City Economic Enterprise
6. City Veterinary
7. City Environment and Natural Resources
8. City Civil Registrar
9. City Engineering (Motorpool Division)
10. City Slaughterhouse

The City Government of Masbate therefore adopts the Work From Home Arrangement and the Department Managers are directed to strategize the management and function of their respective Offices in relation thereto.

All other issuances inconsistent herewith is hereby amended accordingly.

For your information and guidance.

